① Attendees:
↳ consultants

Max - yes + RPS staff \ 12 top scientists
Bob [redacted] no (include KP direct reports)
Jeff - no WR - add other scientists → find out how many
Richard - yes

Pete Greenberg → facilitator
HR (Conner) → if interested

② Objectives:

③ Agenda:

Project list

④ Proposed Calendar

⑤ Place

* Terry Hansen
re: activity for group
↳ suggestions / ideas

Source: https://www.industrydocuments.ucsf.edu/docs/hqck0001

INSA Planning Meeting:

- 2001 Accomplishments
- WSA Mission / Vision / R+Resp
- Und S+H
  - C
  - CVD
  - COPD
  - Repro
  - Exposure
  - Beh
  - ETS
- WKING Groups
- 10X
- Review
- Accept
- Communicate

① Situation (facts, implications, Q's revised)
- From functional groups

②Wking groups - How (What are key Q's)

Cluster (affinity)

Develop BIG Questions DAY 1

③ We will be successful if we:

④ We wills

Cluster

Finalize key initiatives

√ against mission

- program level tactics

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Source: https://www.industrydocuments.ucsf.edu/docs/hqck0001

- Situation analysis (Tool accomplish + external)
  ↳ should we have "customer" feedback
- mission/vision/Resp (URS + Rick)
  ↳ include Communication

Purpose of meeting:
- evaluate what is being done
- is it sufficient/are there gaps

Take SA's
↳ refine
↳ focus

What are smart things for us to work on?

Laboratory (Coordinators) ↕ (Coordinators)

Situation analysis - open to all

→ working sessions grade 12+ up only

Acceptability Assessments PI

R.H. assessments + Guidance PA = HPD = project
SCOR, ACCORD, BP

(Testing) Tools [? PD S.A. on projects]
- non-clin
  ↳ test
  ↳ research I
- clinical (exp.) → test
  ↳ research HS
  ↳ behavior Cond/ETS

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Source: https://www.industrydocuments.ucsf.edu/docs/hqck0001

Notes for WSA Planning meeting

→ are we clear on our customers
↳ do we have feedback on our performance

→ have we adequately considered future directions/environments in our situation analyses?

→ what kind of planning docs → strategic plan
↳ 1 year vs 5 years
→ short term
→ long term

Source: https://www.industrydocuments.ucsf.edu/docs/hqck0001

Planning meeting →
[early October]
get input on strategies
↕
communicate strategies

↓
maybe 1 day meeting w/ all to communicate strategies before going forward to draft project plans
↳ late October

★ change strategy when assumptions change

Planning process
1) assumptions
2) poss. strategies
3) objectives [should be set by mgmt]
4) final strategies

Competing on Resources - (article)

assess resources
→ scarcity
→ demand
→ appropriateness to strategy

communicate assumptions
↳ strategies
↳ go plan tactics

objectives come from mission/vision

Source: https://www.industrydocuments.ucsf.edu/docs/hqck0001

% completed projects

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Source: https://www.industrydocuments.ucsf.edu/docs/hqck0001